



AAWCC Board Meeting Oregon Gardens



July 16, 2014

Attendance: Melissa Aaberg (Webmaster), Sydney Frost (VP-Membership), Lynn Irvin (VP-Fall Conference), Julie Kopet (President), Donna Lewelling (VP-Summer Conference), Cherie Maas-Anderson (Past President), Carol McKiel (President-Elect), Deb Nicholls (VP-Records), Teri Olsen (At-Large Special Projects), Heather White (Registrar), Jan Woodcock (Ex-Officio/OILD Co-Director), JoAnn Zahn (VP-Finance), Donna Zmolek (VP-Communications)

CALL TO ORDER

Julie called the meeting to order at 3:00 p.m.

AGENDA CHANGES

There were none.

DISCUSSION ITEMS

Approval of Minutes, May 9, 2014 and June 24, 2014

Cherie's motion to approve the minutes, as presented, was seconded by Lynn Irvin. *Upon call for the vote, the motion passed unanimously.*

President Report

No formal report, but it was noted that all of the Board members would be in attendance at tomorrow's Summer Conference!

Past President Report

Jan expressed how proud she was of the Board and its collective strength.

Financial Report

JoAnn provided financials:

- Checking - \$20,543.68
- Money Market - \$8,281.58
- CD - \$20,491.81
- **TOTAL - \$49,317.07**

She added that the 2015 Silver Falls deposit had been made, but national dues had not yet been paid so the expenditure wasn't reflected in the account balances.

Summer Conference

Donna L briefed the Board on the items needing completed and shared important logistics of the event. She noted that there were no speaker fees this year, that the bios on the website would be used for introductions, and that she developed a brief feedback/evaluation form. In regards to the 2015 Summer Conference location, Salishan in Glenden Beach and Hallmark Resort in Newport were mentioned.

Fall Conference (November 6 and 7)

Lynn reported that the entertainment would consist of the two musical acts (1- right before and during the reception; 2- at the end of the conference) would include:

- Music by the Chicamiramba Band
- Special Musical Performance by *Say Yes*

It was announced that there wouldn't be a presidents lunch due to a conflict with the OCCA conference in SunRiver. Discussion occurred on connecting with the presidents via Skype at some point during the conference. Cherie to research the possibility of Skyping.

Carol sends out the emails to the campus contacts for the chapter awards. It was noted that it could include an inquiry as to who they are nominating and who will be presenting the award. Julie to send a letter inviting the nominees to fall conference for awards during the first part of October. Cherie will send Julie the letter template. It

would be nice if a female leader in the college could present the award (i.e., president, senior staff, or even a board member). Discussion occurred on validity/value of awards as not all colleges participate.

It was decided that no evening activity would be planned for Thursday.

Call for Proposals are almost ready to be disseminated. It can be announced tomorrow at Summer Conference noting that submissions are due August 1st. Discussion occurred on session length as last year's evaluation feedback indicated a desire for shorter sessions. The proposals will include a choice for long or short presentation.

Workshop ideas mentioned:

- Conflict resolution
- LEAN Model
- Legislative update (possibly a panel)
- Voices of Courage (about coming out – Jill Ward)

If not enough ideas are submitted, the Board will work to garner more.

Conference Program Designs – This process usually occurs during the 2nd week of term.

Picture Boards – Discussion occurred on chapter boards. A message needs sent to campus contacts on chapter boards. Discussion occurred about having OILD boards displayed during the evening reception and possibly having chapter boards displayed at a “How to Build Your Chapter” session, having the active chapter members present and share (45-minute session). Then the chapter boards would be brought into the main room for display with the OILD board. The decision was reached that the chapter boards would be incorporated into a workshop.

Cupcake-Themed Basket – Lynn putting together. All items and/or money are to be sent to her at Chemeketa.

Campus Contact Breakfast – The decision was made to remove it and schedule an early morning Zumba session for those wanting to participate in that activity.

Continental Breakfast – Discussion occurred on the refreshments it included. Should it be served in the meeting rooms or provide tickets to commuter attendees to visit the hotel's breakfast buffet. The property is under new management. Cherie and Lynn will visit with them to see if we can go back to the buffet option for commuters.

Keynote Speakers - Dr. Belle Wheelan; Leigh Anne Jasheway; Linda Herrera
Cherie to take an excerpt from the speakers' full bios for the program. It was noted that it was important that the speaker after lunch needed to be lively!

2015 Location - Cherie suggested Embassy Suites again as she felt there was no other location that would meet our needs. It was noted that with new management, Embassy Suites prices could increase. However, the previous prices have been honored so far. Best Western on 205 was mentioned.

2013 Costs – It was noted that we made a little last year. Therefore, raised the registration slightly for this year.

Membership Report

Sydney requested a list of OILD participants – Lynn to provide.

OILD Report

Exceptional group this year! The Board panel was organic and split their discussions before and after dinner.

Board Elections

Positions to be on this year's ballot are:

- VP of Special Projects (*new title proposed in By-Law changes*)
- VP of Records
- VP of Summer Conference
- VP of Fall Conference
- VP of Finance

By-Law Changes

Discussion occurred and further amendments were made. Appointed positions will follow elected positions. Carol to prepare a ballot form.

Newsletter

Donna Z reported that she would be preparing for a fall newsletter. The decision was made for the newsletters to serve as “post event reports” (i.e., after OILD and Summer Conference) and to include SAVE THE DATE information for upcoming events. The fall newsletter could include information and photos from Summer Conference and last year’s Fall Conference in preparation for this year’s Fall Conference.

Website

Melissa reported that a photo slideshow could be set-up. She shared an example of the new website and how photos could be displayed and linked to the Flickr account.

Photo Editing

Teri will work with JoAnne and Meliss for event photos tomorrow. She will provide them with memory cards and retrieve them at the end of the event so she can edit and upload the photos to Flickr.

Discussion occurred on the number of photos wanted for each event. It was determined that the goal would be 80 for Fall; 10 for OILD; and 30 for Summer.

It was noted that event photos needed to be that of speakers and small groups of participants– possible posed, but not in front of food.

The Board conducted a short editing session of photo archives and then directed Teri to complete the task to remove duplicates, etc.

ADJOURNMENT

The meeting was adjourned at 5:00 pm

NEXT MEETINGS

- Possibly in September (if needed)
- November 5, 4:00 p.m. @ Embassy Suites in Tigard (Presidential Suite)